

GUIDELINES

EADV Project Proposal (Grant) by the PPRC

The project must relate to the objectives of the Academy as defined in the [statutes](#).

The project can correspond to the various objectives of the academy including for example:

- Education
- Research
- Guideline development
- Charity
- Promotion of the Academy

Project Proposal application

The application must be submitted electronically through the myEADV portal. All documentation requested shall be collected and submitted to the EADV by the applicant. All documentation must be in English.

The project application template is structured according to the following subheadings:

1. Target Audience
2. Project Objectives
3. Background
4. Methods
5. Work plan and timetable
6. Evaluation criteria and definition of success/failure
7. Participating countries and partners
8. Impact and benefits for the EADV
9. Project summary
10. Budget
11. Short CV and list of relevant publications by proposer and leading collaborators
12. For multicentric studies: all participating centres must submit letters of agreement, including a consensus on budget allocation.

Eligibility criteria

A project which is in conflict with EADV or is in conflict with EADV initiatives pursued by other committees of EADV, will not be evaluated by the PPRC.

- The applicant must be an EADV member
- The project benefits the EADV: the project will contribute to the mission and reputation of the EADV.
- **The project benefits patients** with skin diseases and contributes to the understanding of skin diseases, physician capabilities or patient care.
- **The project involves several expert groups from European countries** with a synergistic or complementary role in pursuing the objectives of the project.
- **The project is co-ordinated by** investigators with sufficient background experience and/or training in the specific research field.
- **The project is original** and carries true scientific or clinical interest
- **The project is feasible:** the project objectives are realistic and can be achieved within a reasonable time frame (**1- 2 years**)

- **The project management plan is adequate:** timing and resources are clearly specified and in line with the project requirements. Deliverables are clear and measurable.
- **The project budget is adequate:** a detailed realistic budget with justification of all elements is provided.

Tenure

The project proposal lasts for maximum two years and starts the year after application submission deadline. This is following a formal evaluation of the application process by the PPRC.

Level of Support

The budget limit on project funding is € 100.000.

The budget includes for example:

- Salary for project leader and other essential personnel.
- Equipment, supplies and software;
- Facilities and administrative costs;
- Travel expenses;
- Publications and miscellaneous costs.

Rules and Conditions

1. An investigator cannot apply in more than one project as a Project Leader in a single round proposal.
2. An investigator cannot apply as a Project Leader if he/she already has an approved project that is being funded by the PPRC and has not been completed.
3. Executive officers of the EADV are not eligible to apply for a grant by the PPRC as Project Leaders.
4. Board members and Committee chairs/ members may apply as Project Leaders or co-investigators for PPRC funding but cannot be personally compensated through the grant.
5. Funding will be first allocated at the end of the submission year.
6. The funding period essentially starts at the beginning of the year that follows the application submission deadline. To consider this for the project time plan and budget.

Progress/Final Report and Publications

Grant recipients are required to submit (in English)

- a) a progress report that conveys what sub-goals have been accomplished in the first year
- b) a final report at the end of the project period on the undertaken work

The report must be uploaded on the myEADV portal.

Grant recipients are encouraged to submit an abstract to the EADV's annual Congress, following the end of the project period.

The results of the project work may be published in any peer-review Journal, although publication to the JEADV is encouraged. The grant recipient is expected to acknowledge the support by the EADV in any publication pertaining to the work conducted.

Grant recipients may be requested to present their findings during the PPRC Sessions which are held during EADV Congresses.